

SNOHOMISH COUNTY PUD  
**2021 Water System Plan**  
**Volume 3 of 16 -**  
**Chapter 2 Appendices 2-1 & 2-3**

**December 2022**

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# Appendices

Appendix 0-1	Submittal and Consistency Checklists
Appendix 0-2	SEPA Documentation
Appendix 0-3	Comments and Response
Appendix 0-4	Consumer WSP Meeting Minutes
Appendix 1-1	Policy Manual
Appendix 1-2	DOH Water Facility Inventory Forms
Appendix 1-3	DOH Operating Permits
Appendix 1-4	Warm Beach ALOP DOH Approval
Appendix 2-1	North Snohomish Coordinated Water System Plan
Appendix 2-2	Pertinent District Resolutions
Appendix 2-3	Current Satellite Management Program
Appendix 3-1	Reclaimed Water Reuse References
Appendix 3-2	Agreements
Appendix 3-3A	Snohomish County Land Use Map
Appendix 3-3B	Lake Stevens Land Use
Appendix 3-3C	Granite Falls Land Use
Appendix 3-3D	Gold Bar Land Use
Appendix 3-3E	Marysville Land Use
Appendix 3-3F	Snohomish City Land Use
Appendix 5-1	Water Multi-Family Unit Count
Appendix 5-2	Snohomish County FAZ Map
Appendix 6-1	Conservation Rates Meeting Agenda
Appendix 7-1	Hydraulic Model Calibration Tech Memo
Appendix 7-2	Storage Analyses
Appendix 8-1	2001 Drought Response Plan
Appendix 8-2	Water Rights
Appendix 8-3A	Wellhead Protection Program Lake Stevens
Appendix 8-3B	Kayak Wellhead Protection Plan

Appendix 8-3C	Lake Stevens Aquifer Study – Figure 1
Appendix 9-1	Risk and Resilience Tech Memo
Appendix 9-2	Emergency Response Plan
Appendix 9-3	Water Main Break Form
Appendix 10-1A	SnoPUD 1 2019 Ground Water Coliform Monitoring Plan with Appendices
Appendix 10-1B	SnoPUD 1 2019 Surface Water Coliform Monitoring Plan with Appendices
Appendix 10-2	Disinfection By-Product Monitoring Plans
Appendix 10-3	Monitoring Requirements
Appendix 10-4	Consumer Confidence Reports
Appendix 10-5	Water Utility Cross-Connection Control SOP
Appendix 10-6	Public Notification Forms
Appendix 11-1	Cost Estimating Methodology
Appendix 12-1	Snohomish PUD Financial Model



## **Appendix 2-1**

### North Snohomish Coordinated Water System Plan

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Snohomish County Water Purveyors

# North Snohomish County Coordinated Water System Plan

Plan Adopted By Washington State Department of Health: January 5, 2011  
(UNOFFICIAL VERSION - Map Revision Dates: 1/26/2018)

## LEGEND

- Critical Water Supply Service Area Boundary\*\*
- Expanding Water System Boundary
- Carpenter-Fisher Subbasin Boundary
- Service Overlaps Between Water Purveyors
- Service Gaps Between Water Purveyors

### EXPANDING MUNICIPAL WATER SYSTEMS (WITH MORE THAN 50 RESIDENTIAL CONNECTIONS)

- Municipal Water System, Incorporated Portion
- Municipal Water System, Unincorporated Portion

### EXPANDING SPECIAL PURPOSE WATER SYSTEMS (WITH MORE THAN 50 RESIDENTIAL CONNECTIONS)

- Alderwood Water and Wastewater District
- Cross Valley Water District
- Highland Water District
- Mukilteo Water and Wastewater District
- Olympic View Water and Sewer District
- Silver Lake Water and Sewer District
- Snohomish County Public Utility District No. 1 (P.U.D.)

### EXPANDING PRIVATE WATER SYSTEMS (WITH MORE THAN 50 RESIDENTIAL CONNECTIONS)

- Roosevelt Water Association
- Seven Lakes Water Association
- Three Lakes Water Association
- Warm Beach Water Association
- Wilderness Ridge Community Club Water System

### EXPANDING TRIBAL WATER SYSTEMS (WITH MORE THAN 50 RESIDENTIAL CONNECTIONS)

- Tulalip Water System

### NONEXPANDING WATER SYSTEMS

- 50 Or More Connections
- 15-49 Connections
- 1- 14 Connections
- Stillaguamish Tribe of Indians
- Nonexpanding System Absorbed by Highland

### GENERAL MAP SYMBOLS

- Incorporated City Boundary
- Urban Growth Area Boundary
- Public Land Survey Section Boundary
- Public Land Survey Township Boundary
- Mount Baker - Snoqualmie National Forest

This map is intended to provide general information only. No regular data sharing program exists between water purveyors and the county. Therefore, it is important to always contact the individual purveyors for the most current and accurate information for both district boundaries and water line locations.

New water hookups are dependent upon proximity to existing water lines. It should not be assumed that new hookups are possible at locations within a water service area planning area where water lines do not already exist.

Water systems labeled as "nonexpanding" do not offer water extensions outside of their water service boundary. The number of water hookups within a nonexpanding water system are determined by the Washington State Department of Health.

\*Group A water systems come under the jurisdiction of the Washington State Department of Health. Rules, regulations, and definitions for Group A water districts may be found in the Washington Administrative Code (WAC), Chapter 246-200. All Group A water systems (both expanding and nonexpanding) are shown on this map. Group B water systems have not been mapped.

The Critical Water Supply Service Area is that portion of the county where water supply problems related to uncoordinated planning, inadequate water supply, or unreliable service may arise. No new public water system may be approved within the area unless an existing water purveyor is unable to provide water service. Refer to State RCW 70.116 for more information.

Boundary data for special purpose water districts (those which elect commissioners via public elections) is maintained by the Snohomish County Auditor's Office. All other district boundary data was initially collected by the consulting firm of Economic and Engineering Services in the early 1990's. Over the years, PES has relied upon annexation notices, comprehensive water plans, and website postings by the individual districts to keep our boundary data sets current. No regular data sharing program exists between the districts and the County.

Date: Expanding Water System Boundary, updated 1-2014

Expanding Municipal Water Systems Boundary, updated 1-2014

Snohomish County PUD No. 1, updated 1-2014

Urban Growth Area Boundaries, PES 11-2013

City Boundaries, Assessor 1-2014

All other data derived from the Snohomish County Group A Water Purveyors, January 2012 map

Disclaimer: All maps, data and information set forth herein ("Data") are for illustrative purposes only and are not to be considered an official action to, or representation of, the State, together with other applicable County Code provisions, may apply which are not depicted herein. Snohomish County makes no representation or warranty concerning the content, accuracy, completeness or quality of the Data contained herein and expressly disclaims any warranty of merchantability or fitness for any particular purpose. All persons accessing or otherwise using the Data assume all responsibility for use thereof and agree to hold Snohomish County harmless from and against any damages, loss, claim or liability arising out of any error, defect or omission contained within said data. Washington State Law, Ch. 42.56 RCW, prohibits state and local agencies from providing access to lists of individuals intended for use of commercial purposes and, thus, no commercial use may be made of any data comparing lists of individuals contained herein.

Document Path: W:\hnp\carto\utils\water\project\2018\ARCMA\PS\North\_Snohomish\_County\_2018Update.mxd Date Saved: 1/26/2018 9:58:44 AM

NOTICE: Carpenter-Fisher Subbasin. As of June 27, 2011, the Washington State Department of Ecology (Ecology) has closed the Carpenter-Fisher Subbasin to all new, unpermitted water uses including permit-exempt wells. For additional information, please contact staff at the Ecology Water Resources Program, Northwest Regional Office. Phone: 425-649-7270.

The area outside designated water purveyor boundaries is known as the Satellite System Management Area. See the North Snohomish Coordinated Water System Plan and Washington Department of Health requirements regarding Satellite System Management Agencies.

Critical Water Supply Area Within Snohomish County





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## Appendix 2-1

# Coordinated Water System Planning in Snohomish County

The Coordination Act of 1977 applies where a county declares a Critical Water Supply Service Area (CWSSA). By declaring a CWSSA, the local government determines that coordinated planning among water purveyors within the area is essential for orderly development.

The Snohomish County Council declared North Snohomish County to be a CWSSA on October 19, 1988. As the next step, the North Snohomish Water Utility Coordinating Committee (WUCC) was formed to implement Coordination Act requirements. Membership consists of systems with 50 or more services in the CWSSA and representatives from the County, Snohomish Health District, Department of Health (DOH), and the Tulalip Tribes. The first WUCC action was to define the external boundary of the CWSSA, which is illustrated in Figure 2-1. This boundary was ratified by the County Council on July 5, 1989 and remains unchanged to this day.

Members of the WUCC worked together to create the North Snohomish Coordinated Water System Plan (CWSP), which was completed in 1991 and most recently updated in 2010. The 2010 CWSP Update sets minimum standards that must be followed by all water systems in unincorporated parts of the CWSSA. It also designates service area boundaries for each system to prevent overlapping or redundant water service. For this effort, the proposed service areas of participating systems were combined on a base map, and efforts were made to resolve conflicting boundaries. Then, each system signed a Service Area Agreement and returned it with their individual WSP to demonstrate responsibility for their designated area. The District's agreement can be found with Resolution 4590 in Appendix 2-1.

The WUCC also established a Utility Service Review Procedure (USRP) to identify water service for new developments, with a goal to minimize creation of new public water systems. As administrator of the USRP, the County refers each subdivision to the closest water utility in this order of precedence: (1) public water supplier in a designated water service area, (2) adjacent water utilities that intend to expand, (3) Snohomish PUD, or (4) other approved SMAs. If water service is not "available" from these purveyors, the subdivision can proceed with individual wells, or a new water system can be created to serve the project under certain conditions.

In its designated CWSP service area, a water purveyor can exercise the following options in order of priority:

- Provide direct service by extending facilities;
- Own and operate a remote system until the two systems are connected;

- Enter into an agreement for a remote system, specifying operational and financial obligation of owners of the system; or
- Deny the provision of service and relinquish that portion of its service area.

In 2001, the WUCC amended the USRP to clarify that a public water supply is “available” for a proposed development when:

- A distribution line of adequate size is across a frontage of the property being subdivided;  
*or*
- The existing public water supplier is planning, at its own expense, to extend water across a frontage of the property within one year from the initial written request; *or*
- The applicant is willing to extend the existing water main to the property at the applicant’s own expense, per the water supplier’s policies and procedures; *and*
- Documentation is provided from the water supplier that any of the above three provisions can be met; *and*
- A Water Availability Letter is provided from the public water supplier; *and*
- Service can be provided in a "timely and reasonable" manner, per RCW 70.116.060.

This process, which is specific to Snohomish County, gives the developer an option to drill individual wells for each newly created lot only if a water main does not already front property that is being subdivided. If a water main does not front a property and the developer proposes a new water system (such as a well serving more than one lot), the last bullet allows the designated purveyor to require that water facilities be extended to the project or to specify conditions for the new system. It should be noted that the above process does allow individual wells to be drilled on existing lots that are not being subdivided, even if a water main already fronts the lots. Developers can appeal water service decisions involving CWSP future service areas using the process described in Section XI of the CWSP.

The exact wording of RCW 70.116.060 for “timely and reasonable” (referenced in the above definition of “available” water service) is:

“No other purveyor shall establish a public water system within the area covered by the plan, unless the local legislative authority determines that existing purveyors are unable to provide the service in a timely and reasonable manner, pursuant to guidelines developed by the secretary. An existing purveyor is unable to provide the service in a timely manner if the water cannot be provided to an applicant for water within one hundred twenty days unless specified otherwise by the local legislative authority.”

A DOH guidance document for preparing CWSPs points out there is no specific timeframe for which a purveyor must plan to provide service under the Coordination Act in a designated future

service area, but that a 20-year planning horizon is recommended when establishing service areas for consistency with the GMA. When a purveyor requires an applicant to hook up to a system, then it must make sure this can be accomplished in a “timely and reasonable manner.” Under the Coordination Act, a water purveyor may decline to provide water service if they cannot or will not provide the new service in a timely and reasonable manner.

A DOH guideline on “timely and reasonable water service” points out that, although the Coordination Act defines “timely” as 120 days, the Act does not state when this begins and ends. If the CWSP does not specify actions for completion within this timeframe, then water systems must adopt their own procedures for “timely” provision of service. The DOH guideline also suggests water service is “reasonable” if conditions of service are consistent with:

- Local land use plans and development regulations,
- Conditions of service and costs in the System’s approved WSP, and
- The system’s standard of practice experienced by other applicants requesting similar water service

In closing on this discussion of the Coordination Act and CWSP, it is important to note as described earlier that the MWL had the effect of modifying the definition and responsibilities of municipal water system service areas within their planning areas, with particular regard to the designation and treatment of retail service areas. To this end, the MWL and implementing regulations direct municipal purveyors in the preparation of water system plans, and in a manner distinct from the Coordination Act and CWSPs, to:

- Specifically designate retail, future, wholesale service areas
- Establish conditions of service and related policies (e.g., timely and reasonable) for their retail service areas consistent with their “duty to serve” such areas, and
- Determine an appropriate dispute resolution process for retail service areas.

Retail service area policies may or may not directly correspond with all of the policies cited in a CWSP pertaining to future (claimed) service areas.

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## **Appendix 2-3**

### Current Satellite Management Program

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STATE OF WASHINGTON  
DEPARTMENT OF HEALTH  
1511 Third Ave., Suite 719 • Seattle, Washington 98101-1632

ADM 16-6  
DOH  
Satellite Mgmt. Program  
RECEIVED  
JAN - 5 1996  
WATER DEPT.

December 29, 1995

Mr. N. Craig Thompson, Assistant General Manager  
Water Resources  
Snohomish County Public Utility District No. 1  
P.O. Box 1107  
Everett, Washington 98206

RE: Snohomish PUD No. 1  
SMA APPROVAL

Dear Mr. Thompson:

The Satellite Management Agency (SMA) application submitted by the Snohomish Public Utility District No. 1 (PUD) to this office on December 20, 1995 has been reviewed, and is found to meet the requirements of WAC 246-295-050. Therefore, the Snohomish PUD No. 1 is hereby APPROVED as a Satellite Management Agency within the following parameters:

Type of services to provide: Ownership  
Service area: Snohomish County

It is understood that the following elements of the PUD's SMA plan are being finalized and will be provided to the Department of Health (DOH) as a part of the PUD's water system plan to be submitted during January 1996.

1. Service request process overview chart, including time frames.
2. System design standards for new and existing systems.

Per WAC 246-295-090, your approval status as an SMA is required to be updated at least once every five years and periodically as DOH determines appropriate.

Nothing in this approval shall be construed as satisfying other applicable federal, state or local ordinances and regulations.

Thank you for your cooperation. This department looks forward to working with your organization. We feel that the provision of satellite management services to public water systems is an excellent way in which to protect public health and provide quality management and operations to drinking water customers.

Sincerely,

Richard Rodriguez  
Regional Planner  
NW Drinking Water Operations

cc: Nancy Feagin, DOH  
Tom Niemann, Snohomish County Planning Department  
Snohomish Health District  
Rich Siffert, DOH

cc: Mark  
Ron  
Heimer

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**APPENDIX O****SATELLITE MANAGEMENT PROGRAM****History**

On August 5, 1980, the Board of Commissioners of Public Utility District No. 1 of Snohomish County adopted Resolution No. 2409 establishing a Satellite Water System Program or Satellite Management Program (SMP) (see Appendix D for Resolution No. 2409). Following adoption of Resolution No. 2409, the State Department of Health (DOH) approved the District as a Satellite Management Agency (SMA) on December 29, 1995. As the designated SMA, the District is the water provider for the unclaimed area within unincorporated Snohomish County. Satellite systems that the District has acquired or agreed to manage or maintain are mostly within the District's service area. However, there are a few small satellite systems, which lie outside the District's service area boundaries.

The District's SMP was developed in compliance with Chapter 246-295 WAC, effective October 7, 1994, and RCW 70.116, established in 1977. The SMP was implemented to address the water service needs within Snohomish County and to determine the District's role in meeting those needs. As a designated SMA, the District assists water systems with technical and administrative tasks to maximize water availability and maintain satisfactory water quality. The SMP, through either ownership or contracting for a variety of services, provides for operation and maintenance of small and large water systems by the District. By operating multiple water systems, economies of scale make it possible to: 1) employ qualified personnel, 2) provide reliable system management and operation, and 3) meet stringent standards required by the federal Safe Drinking Water Act (SDWA) and the State of Washington.

The SMP enables either a private or a public system to select a level of District service that will best accommodate their particular needs. In addition, the District's eligibility for state and federal funding assistance and its ability to issue bonds helps to assure reliable and high quality service at minimum cost for District-owned systems.

**Satellite Management Program**

Elements of the District's SMP include:

- A. Consideration by the District of a proposed Satellite Water System shall be instituted by the written application of a group of water users or a water purveyor within the service area of the proposed Satellite Water System.
- B. If a proposed Satellite Water System is in such proximity to an existing District water system that it could reasonably qualify under District policy as an extension of or merger with such existing system, it shall not qualify for consideration as a Satellite Water System.

- C. Satellite Water Systems may consist of new construction by the District, or the acquisition of existing systems, or the acquisition and improvement of existing systems, or any combination thereof. The system shall be required to meet the District's standards for water systems and shall be operated, insofar as reasonably possible pursuant to the general policies and procedures of the District's Water Utility, except as otherwise provided herein.
- D. Each Satellite Water System shall be self-supporting and the financial condition of any existing District water system shall not be adversely affected as a result of the establishment or operation of the Satellite Water System. Rates and other charges pertaining to the establishment and/or operation of a Satellite Water System shall be such as to reflect the need that such system be self-supporting.
- E. The applicant for a proposed Satellite Water System shall, upon request by the District, advance to the District the estimated costs for all preliminary and full studies undertaken to determine the feasibility of such a proposed system. The method of estimating such costs is set forth in the District's "Policies and Procedures Manual for Administration of Water Services" (Appendix Q).
- F. Feasibility studies of a proposed Satellite Water System shall be conducted under the following guidelines:
  - 1. Upon advancement of the estimated costs, the District shall first perform a preliminary feasibility study to identify and investigate those legal, financial, planning, engineering, operation, and maintenance issues which may impact the feasibility of the proposal. The intent of this preliminary feasibility study is to attempt to identify at an early stage any major factor(s), which renders the proposal not feasible. Included in the preliminary feasibility study would be examination of condition of any existing system including, but not limited to the well, well house, storage facilities, piping, services (meters), water quality issues, easements and property ownership issues. The preliminary feasibility study will also address any financing option that may be available to the existing system. If the Assistant General Manager determines from the preliminary study that the proposal is not feasible, the proposal shall be rejected. A general outline of the scope of work associated with preliminary feasibility studies is included in the District's "Policies and Procedures Manual for Administration of Water Services." (Appendix Q).
  - 2. If the preliminary feasibility study does not cause a rejection of the proposal, and upon the advancement of costs, the District shall undertake a full feasibility study to investigate in detail all issues which may affect the feasibility of the proposal. The intent of the full feasibility study is to add to the information developed in the preliminary feasibility study sufficiently to allow for a final determination as to the feasibility of the proposed Satellite Water System. A general outline of the scope of work associated with the full feasibility study is included in the District's "Policies and Procedures Manual for Administration of Water Services."

3. A completed full feasibility study, together with the recommendations of staff, shall be submitted to the Commission for its consideration and determination as to the establishment of the proposed Satellite Water System and any conditions thereof.

In the event a Satellite Water System is approved by the Commission and funds to finance its acquisition and/or construction (including the cost of the feasibility studies) have been received by the District, then the advances for the feasibility studies shall be returned to the applicants.

## **DOH Requirements**

### A Statement Of Intent To Own A Public Water System

The District will continue to operate the existing satellite systems it currently owns. Exhibit 1 to this document provides a copy of the newly required DOH “Notice of Intent” that was sent on December 14, 2001. In addition, as owners/representatives of other new and/or existing systems request the District to assume responsibility for their systems, the District will assume ownership providing the transaction is found to be economically and financially feasible.

The District will consider, on a case-by-case basis, acting as the receivership agency for any system within the unclaimed areas of Snohomish County which the state places into receivership.

### Current Organizational Structure and Contact Information

The District’s organizational structure is described in Section 1.4 of its 2002 Comprehensive Water Plan.

Mailing address:	2320 California Street P.O. Box 1107 Everett, WA 98206-1107
The responsible party:	Clair H. Olivers
The contact person:	Brant E. Wood, P.E. (425) 783-8609

### Identification of Existing Satellite Systems

The Table below identifies the District's current satellite systems and describes certain system characteristics.

<b>Satellite Systems</b>	<b>WFI No.</b>	<b>Active Residential Connections</b>	<b>Current Residential Population</b>
May Creek	521050	398	929
Otis	06956X	4	10
Pilchuck 10	03338F	5	5
Two-Twelve Market/ Deli (Moa/Holbeck)	04515Q	1	TNC <sup>1</sup>
Skylite Tracts	802201	146	360
Sunday Lake	85205D	114	272

<sup>1</sup>Gas station/convenience store

### Personnel Experience and Certifications

The District's organizational structure is defined in Section 1 of the District's 2002 Comprehensive Water Plan. The District's water crew includes nine journeymen Water Distribution Specialists. The Table below lists the current people on the water crew, their years of experience, current employment classifications and state certifications.

#### **Years of Experience & Waterworks Certifications**

<b>Name</b>	<b>Title</b>	<b>Years of Experience</b>	<b>Certifications</b>
Dale Aschenbrenner	Water Distribution Spec 6	19	WDS, CCS, WTPO-IT, WDM-3
Arlee Barker	Water Distribution Spec 6	9	WDM-3, WTPO, CCS
Matt Coker	Water Distribution Spec 1	3	WDS-1
Peggy Coker	Water Distribution Spec 4	5	WDS-1, WTPO-1, CCS
John Grenfell	Water Distribution Spec 1	15	WDM-2
Ron Moir	Manager of Operations and Maintenance	22	
Mark Price	Water Distribution Spec 5	16	WDM-2, WTPO-1, CCS
Jim Rose	Water Distribution Spec 6	27	WDM-3, WTPO-1, CCS
Ryan Schank	Water Distribution Spec 2	5	WDM-1, CCS
Scott Schuller	Water Foreman	16	WDS-2, CCS, WDM-3, WPO-1, BAT
Howard Smith	Water Foreman	26	WDS-2, WTPO-1, CCS
Jamin Udman	Water Distribution Spec 5	6	WDS, WTPO-1, CCS



### Service Area Map and Service Area Descriptions

A detailed description of the District's service area is contained in Section 1 of the 2002 Comprehensive Water System Plan and shown on Figure 1-3.

### Future Service Area Agreements

The District has entered into agreements with a number of cities and other water utilities. A description of the agreements and date of issuance is provided in Table 1-2 of the Comprehensive Water System Plan. Copies of the agreements are provided in Appendix E.

### Types of Service

The SMP provides three primary options for operation and assistance services for water systems:

- (a) Direct Service – ownership and operation by the District.
- (b) Contract Services – routine operation and maintenance, water quality monitoring, and other periodic tasks for systems not owned by the District. Contract services are available to private and public systems at a rate commensurate with the services.
- (c) Support Assistance – one time or long-term support to systems requiring technical, professional, or special assistance on a more limited scale. Charges for support assistance are determined in advance, generally on a time and materials basis.

These three service options are designed to respond to differing water systems and to support a comprehensive program of water system management throughout Snohomish County. Decisions on establishing a level of service will depend on individual system needs, plans for improvement, and growth pressures, as well as the ability of the District to provide desired services in a cost effective manner. Each situation will be carefully examined by the District and discussed with the applicant interested in satellite system service or support.

The District will perform direct or contract satellite management only for systems that comply with its minimum health, safety, and water quality standards. At a minimum, the system must comply with state and federal regulations. Systems failing to meet minimum standards must be brought up to standards in accordance with District Satellite System Management policies.

Exhibit 2 (Appendix O) contains a diagram of service application and review procedures, described below, which the District uses in evaluating requests for implementing any of the three service options. Some steps involved in the process are required regardless of which service is being requested. First is the initial contact between the applicant and the District. During initial contact, applicants can discuss needs with the District and receive a copy of specific policies and procedures which pertain to their requests. The applicant's written letter of request will initiate the District's formal evaluation of system needs, capabilities, and deficiencies. The District will then request specific data or background information needed to survey the water system and evaluate the District's ability to implement one of the three service options.

### **Policies and Procedures for Direct Service**

Direct Service requires the transfer of system ownership and operational responsibilities from either an existing or a new system to the District. The Direct Service option enables the District to assume complete responsibility for water systems at any location throughout the County. Water systems adjacent to or within a water district or municipality's service area will be directed to approach that water district or municipality for direct service before submitting a request to the District. Under the Direct Service option, the applicant and system customers are subject to the all of the policies, procedures, standards and specifications set forth in the District's Policies and Procedures Manual. Water rates and charges will be imposed as applicable. Depending on the amount of system upgrade work and other expenses associated with system transfer to the District, an additional assessment may be levied.

The District may be required to assume specific financial or regulatory liabilities for systems that transfer ownership. The interests of all County citizens, therefore, must be considered for any proposed action.

Systems that will be transferred to District ownership (Direct Service) must also meet minimum construction and reliability standards.

### **Conditions of District Service**

The District's Water Utility shall establish (as a part of such utility) Satellite Water Systems, which are separate and apart and remote from each other, under the following conditions:

- (a) Consideration by the District of a proposed Satellite Water System shall be instituted by the written application of a group of water users or a water purveyor within the service area of the proposed Satellite Water System.
- (b) If a proposed Satellite Water System is in such proximity to an existing District water system or satellite system that it could reasonably qualify under District policy as an extension of or merger with such existing system, it shall not qualify for consideration as a Satellite Water System under this Section.
- (c) Satellite Water Systems may consist of new construction by the District, or the acquisition of existing or new systems, or the acquisition and improvement of existing systems, or any combination thereof. In any case, however, the system shall be required to meet the District's standards for water systems and shall be operated, insofar as reasonably possible pursuant to the general policies and procedures of the District's Water Utility, except as otherwise provided herein.
- (d) Each Satellite Water System shall be self-supporting and the financial condition of any existing District water system shall not be adversely affected as a result of the establishment or operation of the Satellite Water System.
- (e) The applicant must possess water rights adequate to supply the project, and these water rights must be transferred to the District.

## General Policies and Procedures

The general policy and procedures for implementing the Direct Service option are as follows:

- (a) Direct service may be provided for both Group A and B Systems.
- (b) Purchase of private water systems is at the District's discretion, will require a financial feasibility analysis, and must be based on an assessed value of the system.
- (c) Systems that are certified to meet District, Snohomish Health District, and Washington Department of Health (DOH) standards during construction will not be subjected to the survey and upgrade process. Systems that may desire Direct Service from the District at some point in the future should meet the following requirements during design and construction:
  - ☐ The system should be designed and constructed in accordance with the Standards and Specifications of the District (Appendix L).
  - ☐ The design and monitoring of construction for all new systems should be coordinated with the District.
  - ☐ Prior to transfer of ownership of a new system to the District, the designer of the system must certify that it has been built in accordance with the approved design.
- (d) For systems that have not been certified as being constructed in accordance with District standards, a survey and engineering evaluation will be conducted and a schedule will be developed to accomplish system upgrades which are required to meet applicable District, Local, State, and federal standards. Certain improvements, especially deficiencies related to water quality, safety and system reliability, will be required to be completed prior to or in conjunction with system transfer to the District.
- (e) Capital improvements and purchase costs will be financed by the system's owner(s)/customers through rate surcharges, assessments, GFCs, and/or District arranged financing. District financing options may include State and federal grants, cash contributions, Local Utility District (LUD) bonds, or similar financing arrangements.
- (f) Major system improvements may require the formation of an LUD or similar financing arrangement.
- (g) An estimate of the cost of required capital improvements will be provided to and agreed upon by the satellite system's owners before the District assumes ownership or operational responsibilities. All systems not installed under the certification process outlined above will be handled on a case-by-case basis to determine charges for the preliminary survey and engineering evaluation.
- (h) The District's attorney will establish the appropriate authorization and legal instruments required for the transfer of system ownership to the District.

### **System Design Standards for New and Existing Systems**

The District will serve the unclaimed areas of Snohomish County through individual satellite water systems. As a SMA, the water systems of all new developments in unclaimed areas must be constructed to District standards as a prerequisite to ownership by the District. The District will review and consider each proposed newly developed satellite system in unclaimed areas on a case-by-case basis. If the District agrees to own and operate such a newly developed satellite system, it shall be built to the District's "Standards and Specifications for Design and Construction" (see Appendix L – Design and Construction Standards).

The District has identified standards based on a series of system definitions as shown in System Design Standard Requirements Table below. For District-owned and operated satellite systems, there are two main categories: permanent remote and interim remote systems.

**System Design Standards Requirements**

	<b>PIPELINE EXTENSION</b>	<b>NEW REMOTE SYSTEM</b>		<b>EXISTING WATER SYSTEM</b>	
		Short-Term Interim	Permanent Remote	In the Vicinity of a PUD System	Permanent Remote
Integrated Service Area	See Performance & Design Criteria in Appendix L	Distribution System must meet Performance & Design Criteria from Appendix L. Source & storage will be evaluated.	N/A	PUD will evaluate.	N/A
Remote Service Area	N/A	N/A	Distribution System must meet Performance & Design Criteria from Appendix L. Source & storage will be evaluated.	PUD will evaluate	Must have a Certified Water Right and PUD will evaluate system.
Satellite Service Mgmt Area	N/A	N/A	Distribution System must meet Performance & Design Criteria from Appendix L. Source & storage will be evaluated	PUD will evaluate	Must have a Certified Water Right and PUD will evaluate system.

Permanent Remote System: a satellite (detached) system which is so far removed from the District's Integrated System that there is no timely possibility of future connection or intertie. The permanent remote system shall be designed to meet or exceed District requirements as described in Appendix Q ("Policies and Procedures Manual for Administration of Water Services.")

Interim Remote System: a satellite system which is in the District's Integrated System or another District Remote System that has the capacity to support the demand of the satellite system but has a reasonable potential for connection to another District system within 10 years of the date the system starts operation. An Interim Remote system can be developed in one of three ways:

1. Completed to match current standards of the adjacent District system, allowing the eventual connection and integration into the adjacent District system without major modification of the satellite system; or
2. Completed to District design standards with the written agreement of the developer or community that the system will be connected to a District system at some future date. Selection of this option requires the developer or community to provide the District with the equivalent cash value or a majority LUD petition or no protest agreement to an LUD for the intended future connection at the time the District accepts the system. The equivalent cash value shall be based on the District's estimated cost of the upgrade; present worth shall be subject to negotiation between the developer and the District.
3. If the previous approaches cannot be made in a timely or feasible manner, the District may agree to allow the creation of a new, non-District owned, exempt-well, system (within the District's Integrated Area and Remote Satellite Area), providing the following criteria are met:
  - ◆ The systems are designed per District standards.
  - ◆ The developer or community provides the District with a written, no-protest, agreement that if and when a District water main reaches the vicinity of the system, they will connect to the District's main and pay all applicable connection and modifications costs.
  - ◆ NOTE: An Interim Remote System shall be designed and constructed as a complete system to provide all necessary services to its customers until such time as it is connected to the District's Integrated System.

All satellite systems shall include as a **minimum**:

1. Source.
2. Master meter (at source).
3. Pump house.
4. Disinfection/treatment (as required for consistent water quality).
5. Pump system capable of providing 60 psi average/40 psi minimum pressure to all services.
6. District standard pump controls including pressure tanks (if gravity storage is not provided).
7. Telemetry as appropriate.
8. Water main(s) (sized to District standards).
9. Metered water services per District standards.
10. Storage tank(s) (if the source or pump system will not meet peak hour demands).

Systems with 10 or more services will also require the following:

1. Storage tank (operation and equalization storage, 800 gallons/service standby storage, fire storage as required by CWSP or Fire Marshal; no less than 40 psi at any service connection; ground level with booster pumps discouraged).
2. Fire hydrant(s) (at least one connected to storage tank via minimum 8-inch ductile iron pipe; others as required by CWSP or Fire Marshal).

Specific material, construction requirements and standard details are shown in Appendix L.

### **Financial Program**

Section 10 of the District's 2002 Comprehensive Water System Plan contains a description of the District's general financial policies, a six-year and 20-year financial program, and tables depicting revenue sources, projected capital improvement costs, estimated operation and maintenance expenses, and associated debt service requirements. A copy of the six-year and 20-year financial plans can be found in Appendix P.

### **Operation and Maintenance Program and Emergency Response Plan**

Section 6 of the District's 2002 Comprehensive Water System Plan summarizes the goals and procedures used by the District to maintain reliability, performance and water quality under routine and emergency conditions. A copy of the District's Emergency Response Plan, which includes operating procedures, emergency alert rosters, equipment suppliers/technical representatives, adjacent facilities/utilities, and a contingency plan, is provided in Section 6 (Operation and Maintenance).

Available under Appendix F are copies of operation and maintenance contracts between the District and the Sky Meadows, Kackman Creek, and Meadow Ridge water systems. The District provides operation and maintenance services to these private water systems.

### **District Participation in Local Planning Efforts**

Upon adoption of the Growth Management Act in 1990, PUD Commissioners and staff have assisted the county, cities, and Tribes with development of countywide planning policies. This effort culminated in the adoption of the *Countywide Planning Policies for Snohomish County* in February 1993. In addition, the District participated in the formulation of the Snohomish County GMA Comprehensive Plan: General Policy Plan, adopted in June 1995, and the County's Coordinated Water System Plan and the Lake Stevens Urban Growth Area Plan (see Exhibit 3 to this document).

### **Operating Permits**

Copies of current operating permits for all Group A and B systems owned by the District are contained in Appendix B. All systems comply with Chapter 246-291 of the WAC.

### **Status of the District's Water System**

The District's last Water System Plan was prepared in 1996 and is currently in the process of being updated and revised. The District's 2002 Water System Plan will be submitted to DOH and DOE for review prior to a Summer 2002 adoption.

## EXHIBIT 1

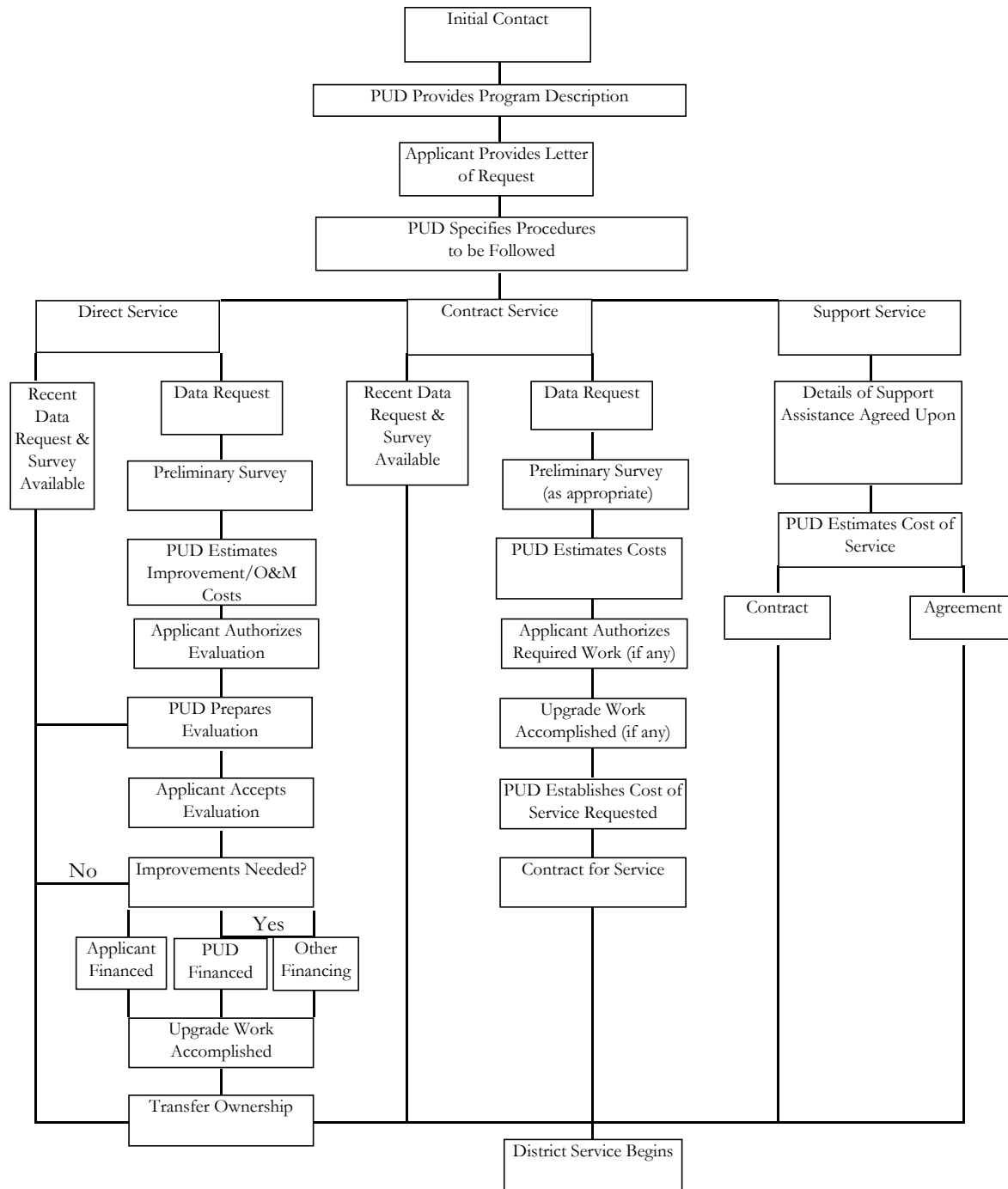
### Satellite Management Notice of Intent

Applicant Name (Name of entity/organization):	<u>Snohomish County PUD No. 1</u>
Address of Applicant:	<u>2320 California Street</u>
	<u>PO Box 1107</u>
	<u>Everett, WA 98206</u>
Name of Contact Person:	<u>Brant Wood, P.E.</u>
Title of Contact Person:	<u>Senior Manager, Water Utility</u>
Phone Number of Contact Person:	<u>(425) 783-8609</u>
County(ies) for whom the applicant is seeking approval:	<u>Snohomish County</u>
Unified Business Identifier:	<u>N/A</u>
Submittal Date:	<u>12/14/2001</u>

Form SMA/B  
Department of Health, Drinking Water Program

**\*\*NOTE: MAILED December 14, 2001 TO DOH**







**Snohomish County**

**Planning and Development Services**

**Robert J. Drewel**  
County Executive

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3000 Rockefeller Avenue  
Everett, WA 98201-4046  
(425) 388-3311  
FAX (425) 388-3670  
[www.co.snohomish.wa.us](http://www.co.snohomish.wa.us)

December 26, 2001

RECEIVED  
DEC 27 2001  
WATER DIV.

Mr. Alan Cohen  
Engineer – Water Resources Division  
Public Utility District No. 1 of Snohomish County  
P.O. Box 1107  
Everett, WA 98206-1107

**SUBJECT:** Documentation of PUD Participation in Snohomish County's Planning Efforts  
under the State Growth Management Act

Dear Mr. Cohen:

This letter serves to affirm and document, for purposes of Washington Department of Health Satellite Management Agency (SMA) review, that PUD is, and has been, participating in Snohomish County's planning efforts related to water supply under the Washington Growth Management Act. The District has actively engaged in several key elements of our local effort, as described below.

Upon the adoption of the Growth Management Act in 1990, PUD Commissioners and staff assisted the County, local cities and Tribes to develop the required countywide planning policies. This effort culminated in the adoption of the *Countywide Planning Policies for Snohomish County* in February 1993, which included policies for promotion of contiguous and orderly urban development and the provision of urban services.

The District also assisted in the formulation of the Snohomish County GMA Comprehensive Plan: General Policy Plan, adopted June 1995. PUD staff provided data on water supply capabilities to assist in the land use and utilities elements and, in connection with the County's Coordinated Water System Plan, helped negotiate a service policy and design standard for public water supply outside of urban growth areas.

Most recently, the District has assisted in the development of the Lake Stevens Urban Growth Area (subarea) Plan by assessing the adequacy of their integrated water supply and distribution system to fulfill anticipated growth demands under various land use scenarios.

We look forward to the continued participation by PUD in other subarea planning efforts and in the major update of our General Policy Plan by 2005. Please feel free to contact me at (425) 388-3311, ext. 2214, with any questions.

Sincerely,

Tom Niemann  
Principal Planner

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